
CITY EMPLOYMENT

The City of Lodi is an equal opportunity employer and is committed to a policy of fair employment practices regardless of race, color, ancestry, national origin, religion, sex or sexual orientation, marital status, age, mental or physical disability or perceived disability, medical condition, pregnancy, political affiliation or belief, or other unlawful discrimination.

In compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, the City of Lodi provides reasonable accommodation for qualified individuals with disabilities. Individuals with disabilities requiring accommodations must contact the Human Resources Division upon application submittal to confirm the request. All qualified individuals are encouraged to apply for employment with the City of Lodi.

City of Lodi is authorized and required by the state of California to access state and local criminal history as part of the testing process. This process can be completed by initial fingerprinting and/or a full Background investigation.

Conditional job offers are subject to successful completion of a drug screen and/or physical. Candidates should not quit or give notice to their current employer until final notification has been awarded by the Human Resources Division.



City of Lodi
Human Resources Division
221 West Pine Street
Lodi, CA 95240



*welcomes resumes and applications
for the position of:*

BUDGET MANAGER

\$81,985 – \$99,652
(Approximate Annual Salary)

**Continuous
recruitment until filled.**

*Visit our website at:
www.lodi.gov*



THE CITY

Centrally located in California's San Joaquin Valley, Lodi is an agricultural community with a population of 65,000. The Lodi Area is well known for its grape and wine industry. Lodi has excellent park facilities, good schools, a closely located zoo and several golf courses. Lodi is located 90 miles east of San Francisco and 34 miles south of Sacramento. Outdoor enthusiasts will find that the coast, mountains, rivers and lakes are within easy reach for their enjoyment

ABOUT THE DIVISION


The Finance Division provides financial support services which include: financial planning, preparation of the Financial Plan and budget documentation, accounting, cashier services, investment, billing and tax administration, utility meter reading, purchasing, collection services, parking enforcement, and mail processing.

CURRENT OPPORTUNITY

BUDGET MANAGER

- Performs highly responsible and professional work in planning, and coordinates the preparation of the City's annual operating and capital improvement budget.
- Manages the City's investment portfolio, including the development and implementation of investment policies, strategies, procedures, and reporting practices.
- Establishes effective banking service relationships with the City's operating banks and general banking community.
- Prepares revenue forecasts and monitors the performance of key revenue sources such as sales taxes, business taxes, transient occupancy taxes, and various service charges and development impact fees.

Full job descriptions are under construction and will be available upon council approval.





MINIMUM QUALIFICATIONS

Seven (7) years of increasingly responsible professional work experience in financial management operations, four (4) years of which shall have been in a supervisory capacity. Bachelors degree in accounting, finance, business administration, economics, public administration, or related field is required and a Masters degree or CGFM (Certified Government Financial Manager) is highly desirable.

REASONS TO CONSIDER LODI

Lodi has proven itself to be a place where people want to work and live. The organization is quite stable and reflects the high quality of life that residents enjoy. The City has a balanced mix of old residential and new commercial centers. Downtown Lodi has been the focus of attention for the past 10 years and remains the active heart of the City.

COMPENSATION & BENEFITS

- **Salary:** \$81,985 to \$99,652 (Approximate)
- **Medical:** The City provides share of cost coverage for employees and eligible dependents.
- **Dental and Vision:** The City provides a dental and vision care plan, with a small deductible for employees and eligible dependents.
- **Public Employees Retirement System (PERS):** The City provides the local miscellaneous 2% @ 55 retirement formula and also contributes the 7% employee contribution to the retirement system. The City does not participate in Social Security.
- **Life Insurance:** The City provides life insurance up to two times the annual salary.
- **Long-Term Disability:** The City provides coverage for the employee.

- **Holidays:** Four (4) floating and nine and one-half (9-1/2) fixed holidays per year.
- **Sick Leave:** Twelve (12) days per year, with unlimited accumulation.
- **Vacation:** Ten (10) to twenty (20) days per year depending on years of service.
- **Deferred Compensation:** Up to \$15,000 annually may be deferred at the option of the employee. The City will also match up to 3% of the employee's salary.
- **Flexible Spending Account:** Employees may elect to participate in three options.

TENTATIVE SELECTION PROCESS

Final Filing Date: Applications and resumes will be accepted on a continuous basis until filled. .

Evaluation of Qualifications: Applications will be screened on a continuous basis to select the best qualified applicants to participate in the remainder of the selection process.

Examination Process: Only the best qualified applicants will be invited to participate in the Oral Interview. Qualified candidates should submit a completed application and resume to:

**City of Lodi
Human Resources Division
221 West Pine Street
Lodi, CA 95240-1910**

For application materials and/or additional information, please contact the Human Resources Division at (209) 333-6704 or visit our website at www.lodi.gov

